Charity number 1124921

Annual Report and Financial Statements for the year ended 31 December 2019



Annual Report and Financial Statements for the year ended 31 December 2019

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Prepared by West Yorkshire Community Accounting Service

Trustees' report for the year ended 31 December 2019

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name Position Dates

Sabir Zazai Chair Resigned May 2019

Jonathan Ellis Chair from May 2019

Jeni Vine Secretary Resigned May 2019

Andrew White Treasurer

Caroline Beatty

Herbert Dirahu Vice chair from May 2019

Pamela Inder Jeff Morgan Joseph Chivayo

Charity number 1124921 Registered in England and Wales

Principal address Bankers

PO Pox 384 The Co-operative Bank p.l.c.

Leeds PO Box 101
LS26 1GJ 1 Balloon Street
Manchester
M60 4EP

Independent Examiner

Simon Bostrom FCIE

West Yorkshire Community Accounting Service

Stringer House 34 Lupton Street Leeds LS10 2QW

Structure, governance and management

The charity is governed by a constitution adopted on 25 September 2007 and amended 21 May 2008, 19 January 2013 and 20 April 2015.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Trustees may also be co-opted by other trustees in the course of the year.

Trustees' report (continued) for the year ended 31 December 2019

Objectives and activities

The charity's objects

To advance the education of the public in general about the issues relating to refugees and those seeking asylum.

To advance the education and training of those seeking asylum and those granted refugee status and their dependants in need thereof so as to advance them in life and assist them to adapt within a new community.

To advance education and relieve financial hardship amongst those seeking asylum and those granted refugee status particularly by provision of legal and other advice.

The promotion of equality and diversity for the public benefit by promoting activities to foster understanding between people from diverse backgrounds.

The charity's main activities

The City of Sanctuary vision is to make the UK a welcoming place of safety for all and proud to offer sanctuary to people fleeing violence and persecution. We undertake activities to support our UK wide network of over 110 groups and others engaged in Streams of Sanctuary/Sanctuary Awards e.g. universities, schools, shops, arts, sports. Our aim is to embed welcome across mainstream spheres of society, so that wherever people seeking sanctuary go they will find people who welcome them and understand why they are here. In order to realise our vision we undertake activities towards achieving four strategic objectives:-

- 1. Provide network coordination and support to CoS groups in order to increase the number of groups, bring about an expansion in the activities undertaken and improve the engagement and participation of people seeking sanctuary;
- 2. Facilitate communications across the network to share information (internal), promote a positive message of welcome for people seeking sanctuary and enable the voices of people seeking sanctuary to be heard directly (external);
- 3. Develop and promote Streams of Sanctuary and awards work in order to embed the message of welcome within mainstream spheres of society and ensure that people seeking sanctuary are engaged and can participate in streams and awards initiatives;
- 4. Contribute towards movement building through building partnerships, ensuring people seeking sanctuary participation and supporting initiatives to ensure people seeking sanctuary are welcome and the aspirations of the Birmingham Declaration are realised.

Public benefit statement

Public benefit statement - in setting the above objectives and planning our activities to meet those objectives our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit.

Trustees' report (continued) for the year ended 31 December 2019

Achievements and performance

Strategic Objective 1: -

- Facilitated five regional conferences;
- Held one Network Voice meeting;
- A hugely successful AGM and Conference in Coventry;
- 12 new and emerging groups in 2019.

Strategic Objective 2: -

- Produced a monthly newsletter;
- · Increased our social media profile;
- Provided website and email support to our network of groups.

Strategic Objective 3: -

- Developed a University of Sanctuary network, launched the new University of Sanctuary Handbook in March 2019 and facilitated the first University of Sanctuary conference (we now have 14 Universities of Sanctuary);
- The first 'Theatre of Sanctuary' network gathering was held at Leeds Playhouse;
- The Arts stream experienced significant growth in 2019 and we launched our Sanctuary in the Arts resource which we developed in collaboration with Counterpoint Arts;
- We commenced work on a new Schools of Sanctuary resource for England (we now have more than 300 Schools of Sanctuary.

Strategic Objective 4: -

- · Worked alongside partners to organise the Sanctuary in Senedd event;
- Supported participants from the North West 'Raise Your Voices' course with regular 2-3 hour follow-up sessions at Preston's College;
- Facilitated a three day residential Sanctuary in Politics course for 18 people seeking sanctuary at Durham University (thanks to generous hospitality from St. Aidan's College and St Chad's College at Durham University who hosted the event);
- Worked in partnership with the Red Cross Voices project to facilitate a three day Sanctuary in Politics course in Wales for 20 people seeking sanctuary.

Asylum Matters project

In 2019, Asylum Matters (AM) continued to campaign to protect the rights and wellbeing of people in the asylum system, leading to tangible improvements to their lives. AM made progress towards its goal of tackling destitution and poverty in the asylum system, by securing local and regional solutions to support people seeking asylum through their inclusion in homelessness strategies and destitution funds. Through its leadership of the Lift the Ban campaign, AM secured a number of clear, public indications from ministers that the Government is actively reviewing its ban on asylum-seekers working.

In addition, Asylum Matters has made progress towards its aim of ensuring safe and dignified accommodation for people seeking asylum. By increasing parliamentary, public and independent scrutiny of the new asylum support and accommodation contracts, the Government agreed to a number of enhancements to the new contracts, as well as securing a more enhanced role for local authorities in the delivery of local housing.

Importantly, Asylum Matters' work has increased collaboration and joint-working among local and national organisations in the sector, and played a lead role in convening multiple agencies around joint strategies for change. This has resulted in more local front-line organisations taking part in campaigning, as AM equipped them with the skills, confidence and resources needed to influence the national policy debate. It has also resulted in increased support among local and regional decision-makers for progressive asylum reform and more local solutions to issues identified.

Trustees' report (continued) for the year ended 31 December 2019

Achievements and performance continued

City of Sanctuary has been proud to host the Asylum Matters project since 2017. We have agreed that 2020 is the right time for Asylum Matters to pursue independence as a Charitable Incorporated Organisation. We will continue to work together as there remains a natural synergy and alignment between our respective missions, and are excited about the opportunities to improve the lives of people seeking asylum in the UK that lie ahead.

New Charity

In 2019 a new charity, City of Sanctuary UK, was registered as a Charitable Incorporated Organisation. The new charity started operating on 1st January 2020 and has taken over the funds held by this charity.

Financial review

Net expenditure for the year was £187,740, including net expenditure of £83,912 on unrestricted funds and net expenditure of £104,828 on restricted funds.

In 2018 the concert pianist Margaret Fingerhut offered to perform in a series of concerts to raise funds for local City of Sanctuary groups using the title "Far from the Home I Love". She also approached a number of individuals seeking donations to the national charity to cover some of the costs of the concerts.

32 concerts took place in 2019, raising approximately £46,000 in ticket sales for local groups. Over £36,000 has been donated to the national charity. These donations have been used to cover the cost of commissioning a piece of music played at the concerts and other incidental costs. Royalties from a recording of the music are also being donated to us. The remaining funds will be used to benefit the education and support of asylum seekers and refugees.

We are enormously grateful to Margaret Fingerhut for the contribution she has made both to this charity and many of our local groups.

We are very grateful for the support shown by all of our funders. Details of grants and donations received are shown in note 2 to the accounts.

Reserves policy

The charity's free reserves excluding fixed assets at the year-end were £107,270.

The trustees have decided that the minimum level of unrestricted reserves should be between £70,000 and £140,000, representing approximately 3 - 6 months of annual recurring expenditure (excluding the Asylum Matters project which is fully funded).

Matters project which is fully funded).	
Covid 19 Coronavirus The trustees have considered the possible effects on the charity's financial position resulting from the restrictions imposed to combat the coronavirus. They have concluded that there are no material uncertainties so significant as to cast doubt over the ability of the charity to continue as a going concern.	es
Signed on behalf of the board of trustees:	
SignedJonathan Ellis (Trustee)	
Date20/4/2020	

Independent examiner's report to the trustees of City of Sanctuary

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2019, which are set out on pages 7 to 14.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act.

I confirm that I am qualified to undertake the examination because I am a member of ACIE which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

West Yorkshire Community Accounting Service
Date:30/4/2020
Relevant professional qualification or body: FCIE
Signed:Simon Bostrom

Stringer House 34 Lupton Street Leeds LS10 2QW

City of Sanctuary Statement of Financial Activities for the year ended 31 December 2019

	Notes	3			
		2019	2019	2019	2018
		Unrestricted	Restricted	Total	Total
		funds	funds	funds	funds
		£	£	£	£
Income from:		~	_	_	_
Grants and donations	(2)	167,116	214,911	382,027	354,406
Other income	()	2,143	106	2,249	4,532
Bank interest		5,500	-	5,500	4,623
Total income		174,759	215,017	389,776	363,561
		17 1,7 00	210,011		
Expenditure on:					
Salaries, NIC and pensions	(3)	182,835	225,178	408,013	371,789
Recruitment, training and subscriptions	(-)	1,033	1,676	2,709	5,144
Payroll and pension administration		1,846	1,021	2,867	2,595
Travel expenses		21,032	11,685	32,717	35,321
Volunteer expenses		433	225	658	828
Rent and room hire		7,760	-	7,760	6,407
Telephone and internet		2,262	1,744	4,006	3,031
Postage and stationery		2,283	544	2,827	2,022
Website, web development and I.T.		9,661	1,451	11,112	8,225
Insurance		433	432	865	930
Independent examination		912	660	1,572	1,572
Meeting and event costs		7,379	3,679	11,058	17,127
Equipment and materials		5,721	2,298	8,019	3,266
Other administrative costs		2,590	4,963	7,553	2,302
Contribution to host organisations		-	10,992	10,992	12,358
Direct project delivery costs		6,701	33,118	39,819	18,889
Trustee travel		5,790	-	5,790	5,341
Consultancy		-	18,600	18,600	3,969
Depreciation			579	579	579
Total expenditure		258,671	318,845	577,516	501,695
Net income / (expenditure)		(83,912)	(103,828)	(187,740)	(138,134)
Fund balances brought forward		192,012	308,536	500,548	638,682
Fund balances carried forward	(4)	108,100	204,708	312,808	500,548

All incoming resources and resources expended derive from continuing activities.

Balance sheet

as at 31 December 2019	2019	2019	2019	2018
	Unrestricted £	Restricted £	Total £	Total £
Fixed assets	L	L	L	£
Tangible assets (5)	830	_	830	1,409
Total fixed assets	830		830	1,409
				,
Current assets				
Debtors and prepayments (6)		798	1,542	1,340
Cash at bank and in hand (7)	109,867	206,184	316,051	510,759
Total current assets	110,611	206,982	317,593	512,099
Current liabilities:				
amounts falling due within one year	0.044	0.074	5.045	40.000
Creditors and accruals (8)		2,274	5,615	12,960
Total current liabilities	3,341	2,274	5,615	12,960
Net current assets / (liabilities)	107,270	204,708	311,978	499,139
,	<u></u>			
Net assets	108,100	204,708	312,808	500,548
Not dood.	100,100	204,700	012,000	000,040
Funds				
Unrestricted funds:				
General unrestricted funds	108,100	-	108,100	149,010
Designated funds				43,002
Unrestricted funds	108,100	-	108,100	192,012
Restricted funds		204,708	204,708	308,536
Total funds	108,100	204,708	312,808	500,548

The financial statements were approved by the board of trustees on

Date:	20/4/2020	
Signed:	Jonathan Ellis	(Trustee)

City of Sanctuary Notes to the accounts for the year ended 31 December 2019

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)

There has been no change to the accounting policies since lest year.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Grants payable with performance conditions

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.

Grants payable without performance conditions

Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

City of Sanctuary Notes to the accounts for the year ended 31 December 2019

1 Accounting policies

Tangible fixed assets

Tangible fixed assets costing more than £500 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives.

Project and office equipment: over 4 years

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Leases

Rents under operating leases are charged on a straight line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

City of Sanctuary Notes to the accounts continued for the year ended 31 December 2019

2 Grants and donations	2019	2019	2019	2018
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
City of Sanctuary				
Esmee Fairbairn Foundation	40,000	-	40,000	40,000
Joffe Charitable Trust	35,000	-	35,000	35,000
The Tudor Trust	20,000	_	20,000	35,000
Unbound Philanthropy	60,000	-	60,000	30,000
The Guardian newspaper appeal	-	-	-	28,366
Paul Hamlyn Foundation	-	-	-	1,000
Far From Home donations	-	29,384	29,384	6,250
Other donations	12,116	-	12,116	2,065
Asylum Matters				
Joseph Rowntree Charitable Trust	-	40,000	40,000	40,000
Kestrelman Trust	-	10,000	10,000	-
Lloyds Bank Foundation	-	46,827	46,827	-
Network for Social Change	-	9,700	9,700	46,725
Paul Hamlyn Foundation	-	50,000	50,000	65,000
The Tudor Trust	-	20,000	20,000	20,000
Unbound Philanthropy	-	6,000	6,000	-
Ben and Jerry's Foundation	-	3,000	3,000	-
Migration Exchange				5,000
	167,116	214,911	382,027	354,406
3 Staff costs and numbers			2019	2018
			£	£
Gross salaries			368,714	336,343
Social security costs			27,442	24,454
Pensions			11,857	10,992
			408,013	371,789

The average number employees during the year was 17 being an average of 12.4 full time equivalent (2018: 16, 12 FTE).

There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2019	2018
	£	£
Costs of the scheme to the charity for the year	11,857	10,992
Amount of any contributions outstanding at the year end	-	-
Amount of any contributions prepaid at the year end	-	-

City of Sanctuary Notes to the accounts continued for the year ended 31 December 2019

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Far from Home concerts	3,158	29,490	3,538	-	29,110
Strategic planning	14,811	-	11,305	-	3,506
Asylum Matters	278,351	166,527	281,537	-	163,341
Lift the Ban campaign	12,216	19,000	22,465		8,751
	308,536	215,017	318,845	-	204,708
Fund name	Purpose of res	striction			
Far from Home concerts	•	through the Far			

funds are to benefit the education and support of asylum seekers and refugees.

Strategic planning Funding from the Tudor Trust towards strategic planning.

Asylum Matters For the Asylum Matters Project.

Lift the Ban campaign Funding from the Tudor Trust and Migration Exchange towards the Lift the

Ban campaign.

Designated funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Salaries fund	43,002		43,002		
	43,002		43,002		-

In 2016 the Guardian donated £400,000 from its 2015 Christmas Appeal. Of this amount £100,000 was used in 2016 and 2017 to provide grants to local groups. £200,000 was designated by the trustees to fund salary costs over a three year period ending in June 2019.

In 2018 a further donation from the Appeal was received amounting to £28,366.

5 Tangible assets	Office	
-	equipment	Total
Cost	£	£
At 1 January 2019	2,313	2,313
Additions		
At 31 December 2019	2,313	2,313
<u>Depreciation</u>		
At 1 January 2019	904	904
Charge for year	579_	579
At 31 December 2019	1,483	1,483
Net book value		
At 31 December 2019	830	830
At 31 December 2018	1,409	1,409

City of Sanctuary Notes to the accounts continued for the year ended 31 December 2019

6 Debtors and prepayments	2019	2018
Debtors	£ 1,542	£ 1,340
Prepayments	 1,542	1,340
•	1,342	1,340
	0040	0040
7 Cash at bank and in hand	2019 £	2018 £
Cash at bank	316,051	510,660
Cash in hand		99
	316,051	510,759
8 Creditors and accruals	2019	2018
	£	£
Creditors	4,295	11,640
Accruals	1,320	1,320
	5,615	12,960

9 Related party transactions

Trustee expenses

During the year 7 trustees were paid a total of £5,790 in respect of travel (previous year: 9 trustees and £5,341).

Remuneration and benefits

No trustee received any remuneration or benefits during this or the previous year.

Key management personnel

The key management personnel of the charity compromise the Chief Officer and the Asylum Matters Project Director. The total employee benefits of the key management personnel of the charity were £78,908 (2018: £70,427).

There were no other related party transactions during this year or the previous year.

10 Post balance sheet events

As referred to in the annual report, the trustees had formed a Charitable Incorporated Organisation and the net assets of the charity were transferred to the CIO which will take over operations from 1 January 2020.

City of Sanctuary
Statement of Financial Activities including comparatives for all funds
(including summary income and expenditure account)
for the year ended 31 December 2019

Unrestricted Unrestricted Restricted Restricted Funds Fund		2019	2018	2019	2018	2019	2018
Family F	Ų	Inrestricted	Unrestricted	Restricted	Restricted	Total	Total
Income Grants and donations 167,116 155,431 214,911 198,975 382,027 354,406 Other income 2,143 4,532 106 - 2,249 4,532 Bank interest 5,500 4,623 - - 5,500 4,623 Total income 174,759 164,586 215,017 198,975 389,776 363,561 Expenditure Salaries, NIC and pensions 182,835 82,290 225,178 289,499 408,013 371,789 Recruitment, training and subs 1,033 2,185 1,676 2,959 2,709 5,144 Payroll and pension administration 1,846 1,436 1,021 1,159 2,867 2,595 Travel expenses 21,032 18,973 11,685 16,348 32,717 35,321 Volunteer expenses 433 60 225 768 658 828 Rent and room hire 7,760 6,407 - - 7,760 6,407 <td></td> <td>funds</td> <td>funds</td> <td>funds</td> <td>funds</td> <td>funds</td> <td>funds</td>		funds	funds	funds	funds	funds	funds
Grants and donations 167,116 155,431 214,911 198,975 382,027 354,406 Other income 2,143 4,532 106 - 2,249 4,532 Bank interest 5,500 4,623 - - - 5,500 4,623 Total income 174,759 164,586 215,017 198,975 389,776 363,561 Expenditure Salaries, NIC and pensions 182,835 82,290 225,178 289,499 408,013 371,789 Recruitment, training and subs 1,033 2,185 1,676 2,959 2,709 5,144 Payroll and pension administration 1,846 1,436 1,021 1,159 2,867 2,595 Travel expenses 21,032 18,973 11,685 16,348 32,717 35,321 Volunteer expenses 433 60 225 768 658 828 Rent and room hire 7,760 6,407 - - - 7,760 6,407 Te		£	£	£	£	£	£
Other income 2,143 4,532 106 - 2,249 4,532 Bank interest 5,500 4,623 - - - 5,500 4,623 Total income 174,759 164,586 215,017 198,975 389,776 363,561 Expenditure Salaries, NIC and pensions 182,835 82,290 225,178 289,499 408,013 371,789 Recruitment, training and subs 1,033 2,185 1,676 2,959 2,709 5,144 Payroll and pension administration 1,846 1,436 1,021 1,159 2,867 2,595 Travel expenses 21,032 18,973 11,685 16,348 32,717 35,321 Volunteer expenses 433 60 225 768 658 828 Rent and room hire 7,760 6,407 - - 7,760 6,407 Telephone and internet 2,262 1,414 1,744 1,617 4,006 3,031	Income						
Bank interest 5,500 4,623 - - 5,500 4,623 Total income 174,759 164,586 215,017 198,975 389,776 363,561 Expenditure Salaries, NIC and pensions 182,835 82,290 225,178 289,499 408,013 371,789 Recruitment, training and subs 1,033 2,185 1,676 2,959 2,709 5,144 Payroll and pension administration 1,846 1,436 1,021 1,159 2,867 2,595 Travel expenses 21,032 18,973 11,685 16,348 32,717 35,321 Volunteer expenses 433 60 225 768 658 828 Rent and room hire 7,760 6,407 - - - 7,760 6,407 Telephone and internet 2,262 1,414 1,744 1,617 4,006 3,031	Grants and donations	167,116	155,431	214,911	198,975	382,027	354,406
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Salaries, NIC and pensions 182,835 82,290 225,178 289,499 408,013 371,789 Recruitment, training and subs 1,033 2,185 1,676 2,959 2,709 5,144 Payroll and pension administration 1,846 1,436 1,021 1,159 2,867 2,595 Travel expenses 21,032 18,973 11,685 16,348 32,717 35,321 Volunteer expenses 433 60 225 768 658 828 Rent and room hire 7,760 6,407 - - - 7,760 6,407 Telephone and internet 2,262 1,414 1,744 1,617 4,006 3,031							
Recruitment, training and subs 1,033 2,185 1,676 2,959 2,709 5,144 Payroll and pension administration 1,846 1,436 1,021 1,159 2,867 2,595 Travel expenses 21,032 18,973 11,685 16,348 32,717 35,321 Volunteer expenses 433 60 225 768 658 828 Rent and room hire 7,760 6,407 - - - 7,760 6,407 Telephone and internet 2,262 1,414 1,744 1,617 4,006 3,031		100 005	92 200	225 170	200 400	400 042	274 700
Payroll and pension administration 1,846 1,436 1,021 1,159 2,867 2,595 Travel expenses 21,032 18,973 11,685 16,348 32,717 35,321 Volunteer expenses 433 60 225 768 658 828 Rent and room hire 7,760 6,407 - - - 7,760 6,407 Telephone and internet 2,262 1,414 1,744 1,617 4,006 3,031							
Travel expenses 21,032 18,973 11,685 16,348 32,717 35,321 Volunteer expenses 433 60 225 768 658 828 Rent and room hire 7,760 6,407 - - - 7,760 6,407 Telephone and internet 2,262 1,414 1,744 1,617 4,006 3,031			•	•		,	
Volunteer expenses 433 60 225 768 658 828 Rent and room hire 7,760 6,407 - - - 7,760 6,407 Telephone and internet 2,262 1,414 1,744 1,617 4,006 3,031	•			•		,	
Rent and room hire 7,760 6,407 7,760 6,407 Telephone and internet 2,262 1,414 1,744 1,617 4,006 3,031	•		•			,	•
Telephone and internet 2,262 1,414 1,744 1,617 4,006 3,031	•				768		
					-	,	
Postage and stationery 2,283 1,298 544 724 2,827 2,022	•			•	,		
Website, web development and I.T. 9,661 6,363 1,451 1,862 11,112 8,225	Website, web development and I.T.						
Insurance 433 504 432 426 865 930							
Independent examination 912 912 660 660 1,572 1,572	•					,	,
Meeting and event costs 7,379 15,471 3,679 1,656 11,058 17,127	Meeting and event costs	7,379	15,471	3,679	1,656		17,127
Equipment and materials 5,721 3,266 2,298 - 8,019 3,266	Equipment and materials	5,721	3,266	2,298	-	,	3,266
Other administrative costs 2,590 2,190 4,963 112 7,553 2,302	Other administrative costs	2,590	2,190	4,963	112	7,553	2,302
Contribution to host organisations - 12,358 10,992 - 10,992 12,358	Contribution to host organisations	-	12,358	10,992	-	10,992	12,358
Direct project delivery costs 6,701 8,121 33,118 10,768 39,819 18,889	Direct project delivery costs	6,701	8,121	33,118	10,768	39,819	18,889
Trustee travel 5,790 5,341 5,790 5,341	Trustee travel	5,790	5,341	-	-	5,790	5,341
Consultancy 18,600 3,969 18,600 3,969	Consultancy	-	-	18,600	3,969	18,600	3,969
Depreciation 579 579 579	Depreciation	-	-	579		579	579
Total expenditure 258,671 168,589 318,845 333,106 577,516 501,695	Total expenditure	258,671	168,589	318,845	333,106	577,516	501,695
Net income / (expenditure) (83,912) (4,003) (103,828) (134,131) (187,740) (138,134)	Net income / (expenditure)	(83,912)	(4,003)	(103,828)	(134,131)	(187,740)	(138,134)
Transfers between funds - 2,800 - (2,800)	Transfers between funds	-	2,800	-	(2,800)	-	-
	Net movement in funds	(83,912)		(103,828)		(187,740)	(138,134)
Fund balances brought forward 192,012 193,215 308,536 445,467 500,548 638,682	Fund balances brought forward	192,012	193,215	308,536	445,467	500,548	638,682
Fund balances carried forward 108,100 192,012 204,708 308,536 312,808 500,548	Fund balances carried forward	108,100	192,012	204,708	308,536	312,808	500,548